

The Board of County Commissioners Of Riley County, Kansas

The Regular meeting of the Board of County Commissioners met at the Riley County Plaza East Building March 28, 2005 with the following members present: Bob Newsome, Chairman; Alvan Johnson, Vice Chairman; Mike Kearns, Member; and Rich Vargo, County Clerk.

8:30 Public Comment & Business Meeting

Kathryn Mayes, Manhattan Mercury; Clancy Holeman, Counselor/Director of Administrative Services; Bret Glendening, Budget and Finance Officer; Andrea Schmidt, Jennifer Wilson, Sharolyn Flaming-Jackson, Greg McClure – County Extension Agents; Gregg Eyestone, Program Assistant, Horticultural; Lynne Berry, County Extension Administrative Assistant; Dale Fjell; Tiffany Myers, Administrative Assistant; Susie Bilderback; Gary Rosewicz, Assistant County Engineer; Leon Hobson, Director of Public Works/County Engineer; and Mel Vanderstelt, attended.

Fjell said the Riley County Extension Board has discussed the proposed Extension District.

Fjell said the Riley County Extension Board asks the Board of County Commissioners not to approve the Extension District in its current proposed format. Fjell said the Riley County Extension Board is in favor of the concept of Extension District.

Fjell said in order to keep the mill levy the same they would have to keep the vacant Extension Director position unfilled.

Fjell said the Riley County Extension Council voted unanimously not to enter into the agreement for the proposed Extension District.

Newsome said he agreed with the Riley County Extension Board's decision.

Newsome said the University needs to provide more education and guidance on the forming of Extension Districts.

Kearns said it is a good idea to look at these concepts when considering saving tax dollars for the constitutes.

Johnson asked that in the future particular attention should be given to the services and the cost to the participating counties.

Kearns moved to support the Riley County Extension Council's recommendation not to execute the agreement for the formation of the proposed Extension District. Johnson seconded. Carried 3-0.

Johnson moved to approve the Contract to Relocate Electric Distribution Facilities with Westar Energy located at Barton Road, .2 mile west of Spring Creek Road due to replacement of a County Road bridge. Kearns seconded. Carried 3-0.

Kearns moved to approve the minutes of March 24, 2005 as amended. Johnson seconded. Carried 3-0.

**9:00 Chuck Murphy, Director of Riley County-Manhattan Health
Department**

Susanne Kufahl, Riley County-Manhattan Health Department; Dr. Robert Reeves, President, Health Board; Kathryn Mayes, Manhattan Mercury; Marshall

Ice, KMAN; Bret Glendening, Budget and Finance Officer; Barbara Murphy; and Tim Bagby, Mary Beth Reese – Health Board Members, attended.

Murphy discussed the reimbursement of property insurance on Wharton Manor and Riley County-Manhattan Health Department.

Johnson said the county needs to develop policies on tracking contractual obligations.

Kearns asked Glendening to develop a tickler system to track contractual obligations annually.

Johnson moved for Riley County to send the Riley County-Manhattan Health Department 2005-current insurance bill for the Health Department Facility and 2002-current for the Wharton Manor Facility. Kearns seconded. Carried 3-0.

Reeves asked for the Health Department in the future to receive a copy of the original insurance bill.

The Board of County Commissioners said they would agree to send them a copy.

9:25 John Cowan, GIS Coordinator

Kathryn Mayes, Manhattan Mercury, attended.

Cowan presented a monthly GIS report.

Cowan suggested aerial photography be budgeted in 2006.

9:30 Press Conference

John Armbrust, Manhattan Area Chamber of Commerce; Gregg Eyestone, Program Assistant, Horticultural; Sharolyn Flaming-Jackson, County Extension Agent; Pat Collins, Director of Emergency Management; Doug Messer, Assistant

Fire Chief; Kathy Carpenter, Legal Assistant, County Attorney's Office; and Kathryn Mayes, Manhattan Mercury, attended.

Armbrust announced the BRAC Commissioners have been appointed. Armbrust said he will be working with all communities during the BRAC process if Fort Riley is part of the process. Armbrust said the arrival of troops should begin in June. Armbrust estimated 3,400 troops or 1,900 family units.

Eyestone reviewed the success of the 2005 Manhattan Area Garden Show. Eyestone said 2,000 people attended which is an increase from last year.

Flaming-Jackson presented information on obesity from the Center for Disease Control and Prevention. Flaming-Jackson said statistics show obesity numbers are increasing each year.

Flaming-Jackson said obesity has tripled in children in the last decade.

Messer stated agriculture burning is necessary in range management to control weeds and brush. Messer said the best time is typically the 2nd-3rd week of April.

Messer said a current burn permit needs to be obtained prior to burning.

Carpenter reported the Riley County Attorney's Prosecution System was the first installed in the State of Kansas. Carpenter said once the system is completed throughout the State of Kansas the counties will be able to communicate better across county lines.

10:20 Clancy Holeman, Counselor/Director of Administrative Services

- **Administrative Work Session**

Bret Glendening, Budget and Finance Officer; Howard Haile, Information Systems Supervisor; and Kathryn Mayes, Manhattan Mercury, attended.

Holeman said he wanted to clarify that Riley County is to invoice the Riley County-Manhattan Health Department for 2005-2006 for the Health Department Facility and 2002-current for the Wharton Manor Facility?

The Board of County Commissioners agreed.

Glendening and Haile presented the proposed change to the Riley County Procurement Code.

The Board of County Commissioners recommended a couple of modifications.

No action was taken.

10:32 Kearns moved that the County Commission recess into executive session pursuant to the non-elected personnel matters exception to the Kansas Open Meetings Act in order to discuss a performance matter involving a county employee and to protect the privacy of the employee, the open meeting to resume in the County Commission Chambers at 10:42 a.m. Johnson seconded. Carried 3-0.

10:36 Kearns moved to go out of executive session. Johnson seconded. Carried 3-0.

No binding action was taken during the executive session.

10:45 Budget and Planning Committee – Eileen King, County Treasurer; Bret Glendening, Budget and Finance Officer; Clancy Holeman, Counselor/Director of Administrative Services; Monty Wedel, Director of Planning and Development; Rod Meredith, Assistant Director of Public

Works/Parks Director; Leon Hobson, Director of Public Works/County

Engineer; Rich Vargo, County Clerk

John Cowan, GIS Coordinator; and Larry Couchman, Director of EMS, attended.

Glendening reviewed the 2005 CIP projects list and status.

Glendening said Leon Hobson has recommended the purchase of five pickup trucks as opposed to 1-12 yard tandem axle dump truck.

Meredith said if the Board of County Commissioners agrees to fund the equipment he would recommend to purchase the HD low-boy equipment trailer rather than the 1½ ton flatbed truck.

Newsome said since some of the Public Works personnel will not be located at the new shop site the amount of office space could be reduced.

The Board of County Commissioners asked Rod Meredith to ask the architect how much could be saved by reducing the size of the basement of the new shop site.

Newsome suggested funding renovation projects in the Courthouse Office Plaza Buildings.

Glendening reviewed the current renovation projects which are funded.

Couchman said the replacement of Medic 46 can be postponed to 2006. Couchman said Medic Unit 46 and 47 will be budgeted for 2006.

The Board of County Commissioners recommended budgeting \$110,000.00 for the replacement of the electrical panel in the CPE Building.

Kearns moved to authorize funding for the following highlighted projects listed on the 2005 non-funded CIP list.

Category	Department	Project	Project Total
EQUIPMENT	DC	Court Reporting Machines	\$ 15,000.00
	EMS	New Ambulance Replaces Medic 45	\$ 115,000.00
	PW	Asphalt Chip Spreader	\$ 116,000.00
	PW	4x4 Utility Vehicle (replaces Unit #40)	\$ 26,000.00
		3/4 Ton 4x4 ext. cab pickup (replaces Unit # 36)	\$ 22,000.00
	PW	3/4 Ton 4x4 Ext. cab pickup (replaces Unit # 21)	\$ 22,000.00
	PW	3/4 Ton pickup (replaces Unit #4)	\$ 19,000.00
	PW	HD low-boy equipment trailer (new)	\$ 45,000.00
		2nd Installment of Software Licensing payment	\$ 57,082.50
TECHNOLOGY	IS		\$ 57,082.50
	CK	Election System Upgrade	\$ 40,000.00
	CK	HAVA Matching Funds	\$ 12,000.00
		Computerized Precinct Counters - HAVA requirements	\$ 300,000.00
	CK Admin.		
	Svcs.	Codification of county Resolutions	\$ 10,000.00
	GIS	Arial Photo Ortho Rec.	\$ 20,000.00
INFRASTRUCTURE	PW	Design for 1 bridge/6 culverts for 2006	\$ 70,000.00
FACILITIES		Heat Pump Replace 3 Ct. House Bldgs - (App 10)	\$ 50,000.00
	PW	New R/B Shop Site	\$ 578,065.00
	PW	Elect. Panel for CPE Building	\$ 110,000.00
	PW	Repair Courthouse Plaza Pavers	\$ 9,000.00
	PW	HVAC System - Pottorff Hall	\$ 11,000.00
		Phase 1 Master Security System - Locks - Plaza Bldgs	\$ 10,000.00
	PW		\$ 10,000.00
GRAND TOTAL 2005 CIP:			\$ 1,657,147.50

Johnson seconded. Carried 3-0.

11:10 Greg Vahrenberg, U.S. Bancorp Piper Jaffray and Mary Carson,

Triplett Woolf and Garretson

Bret Glendening, Budget and Finance Officer; Eileen King, County

Treasurer; Monty Wedel, Director of Planning and Development; Rod Meredith,

Assistant Director of Public Works/Parks Director; and Leon Hobson, Director of

Public Works/County Engineer, attended.

Vahrenberg reviewed the preliminary advanced refinancing analysis of Riley County Outstanding Series 1997A Bonds. Vahrenberg said the increase in the short-term interest rates has made advanced refinancing attractive due to interest gained while the funds are held in escrow.

Vahrenberg estimated the gross present value savings of \$72,682.92.

Carson reviewed Kansas Law and Federal Law on advance refunding G.O. Bond issues.

Carson stated if the Board of County Commissioners wishes to proceed they are not obligated unless sufficient savings are gained by the advance refunding.

Vahrenberg said they would not proceed unless they get authority from the Board of County Commissioners on their satisfaction in an acceptable level of savings. Mary Carson will provide the Board of County Commissioners with a Resolution.

Kearns moved to authorize Mary Carson and Greg Vahrenberg to proceed on the Advance Refunding Issue for the Riley County Outstanding Series 1997A Bonds. Johnson seconded. Carried 3-0.

The Board of County Commissioners signed a Riley County Position Action Form for a Legal Intern, in the County Attorney's Office, at a grade 4 step 4.

The Board of County Commissioners signed a Riley County Personnel Action Form for Miranda B. Johnson, a new hire, as a Legal Intern, in the County Attorney's Office, at a grade 4 step 4, at \$10.20 per hour.

12:00 Intergovernmental Luncheon

1:15 Charlotte Shawver, Register of Deeds

Janet Dean, Human Resources Coordinator; Bret Glendening, Budget and Finance Officer; and Clancy Holeman, Counselor/Director of Administrative Services, attended.

Shawver discussed the need for a new Records Assistant position due to increased workload.

Shawver stated Kansas State Law specifies she must record documents immediately.

Shawver reported it takes approximately 15 minutes to record a document.

Kearns moved to approve the new position of a Records Assistant at a grade 5, full-time permanent position. Estimated cost \$29,760.04. Once the position is filled the temporary position approved last week is null and void. Johnson seconded. Carried 3-0.

1:43 Kearns moved to adjourn. Johnson seconded. Carried 3-0.